



Member	Agenda Item	Discussion	Action Items Assignments
Becky	Roll Call	Becky called the meeting to order at 6:02 pm. Minutes were approved and the group voted in favor.	
Becky	Message	Thank you all for your hard work on the Arts Council. Becky paraphrased her grandfather's journal entry about working so hard and teaching people to work hard. People who are most successful in their careers is because of their hard work. Our success comes from everyone working hard. Thank you!!	
Becky		<p>Light the Night Christmas Boutique Evaluation. The quality of the vendors was great - there were 35 vendors. The turn out was great and got crowded for those trying to wander through. Felicia was a vendor and her feedback was that because it was a new show, many people were not prepared for what to expect and many were not prepared to make purchases who attended. The profit was low for some vendors, but overall as a first experiment, it was fun and for the most part was positive and successful. The council would like to continue having the show next year.</p> <p>Marketing of the event is always a miss for many community members. We need to utilize the email blast to help spread the word. Next year have food trucks and possibly a sleigh ride around parking lot. Blast the outside music from a large speaker to help with the people who don't know the words to songs – it would be nice to have Christmas music playing throughout the event. Inside and outside. The choir sounded great and added a nice holiday touch to the event. Utilize the council chambers for more room and have sitting areas for people to sit and enjoy live performers. Have a line up of multiple musicians to play live. Mike's counsel is to allow the City to manage most of the event and the Arts Council will support by bringing in music and other things that align with our mission. Idea for next year to have a food drive or toy drive.</p> <p>Kim – Can you get some photo's from Dan to keep as part of what we did in 2017? We could also put some images on the website of things we've done.</p>	
Becky		<p>Christmas Concert – Joshua Creek</p> <p>December 16th 7:30 Cottonwood Heights Theatre.</p> <p>Marketing: Need marketing Blast – can this be emailed out to people?</p> <p>Final details: Sign at entrance of theater parking lot, lobby decorations and Arts Council poster, program, ticket taking, signs for restrooms, intermission etc.</p> <p>Kim – program for concert – marketing 2018 events. Mention about the choir. Mention Art Gallery every month at City Hall.</p> <p>Need Banners to place at School and at a busy intersection.</p> <p>Kim -Need City member (Mayor) give welcome at concert</p> <p>Decorations for lobby – Fireplace from Katy. Decorations</p> <p>Signs in community – Kim ask city people to fix one by park on Ft Union and at Tennis Court Anzak Park – the corners have folded over.</p>	Kim – Email the graphic out the to existing

		<p>Ticket taking – we need 4 council members to take tickets. Be there at 6:30pm</p> <p>Stage Decorations: Friday Dec 15th decorating stage. 4:00p-10:00p – Saturday 9:00am - Everyone please come to help when you can. You don't have to stay the whole time, just what ever time you can manage to help.</p> <p>Joshua Creek will be doing a sound check Saturday at 3:00pm and we must be done before then.</p> <p>Needs for stage decoration:</p> <ul style="list-style-type: none"> • 2 large logs 10 foot long by 4-7 in wide. • Christmas tree boughs - everyone check around to see if we can get boughs from local tree lots. • Re-wrap large gifts in storage – more country look - Done • Decorations for fireplace – Emily has decorations. <p>Once we get sign for Cottonwood Heights Theatre we need to take a picture of it that shows it adjacent from Butler Middle School so if someone googles it, that image will come up.</p> <p>Kim – get banner / sign and then get the picture taken. Mike will help Kim get the image so that it shows up in Google search.</p>	<p>email list we have.</p> <p>KIM – Get sign on Google</p>
Becky		<p>Logo Apparel – Kim has ordered vests with the new logo on it. It should arrive by Dec 15th so we can wear them at the Joshua Creek Concert. Everyone will have the vests for the concert to wear.</p>	
Kim/JL		<p>Website for Arts Council Update – Website has new pages! The following council members need to submit a picture and bio to be listed on the website. Arts.ch.utah.gov - Jennifer, Emily, Katy, Natalie, & Miriam.</p> <p>Needs for website events: 1st quarter events needs to be listed on website – finalize and Jannalee will send Kim and Dan information to put on website.</p> <ul style="list-style-type: none"> • Graphic for Rocky Mountain Strings One Voice – Unsure of commitment from group at this point. • Graphic for Photography Show – Reception date and due date for submissions. Suggestion for cash prizes was feedback from participants – something that they can use, rather than a ribbon. Sheila and Bill decide on dates and communicate those to Kim. • Graphic and SALT Dance information – Becky has contacted her daughter and she will send Kim a graphic for the event. 	<p>If you don't have a bio and picture on the website, please send this to Kim as soon as possible.</p> <p>Sheila Bill – Need dates for Photography reception and due date for submissions.</p>
Becky		<p>Art Discussion for 2019 – Once the art exhibit gets going a little more smoothly and Felicia isn't having to bump people around, then we can start advertising these artists on our website and in the Newsletter.</p> <p>Felicia – send artist bio and what they'd like to say about their work and a picture of their art – we'll use this on our website, on social media and in the CH Newsletter. We really want to showcase artists every month in 2019.</p>	
Kim		<p>Pole Art update – Felicia has everything ready, she needs content written for sponsorship, she's still waiting on measurements and resolutions. She also needs a graphic of a bronze plate where she can add text on it to look like it's engraved. The bronze plate would then be changed out with different artist names and information. Kim – check with CH graphic designer to see if this can be done. Raised edge with more of a bronze look.</p>	<p>Kim – Bronze image graphic.</p>
	2018 Event Planning	<p>Review and update assignments</p> <p>Jan 27th: City Volunteer Thank You Dinner at City Hall.</p>	

		<p>Feb: Possible Rocky Mountain Strings One Voice (?)</p> <p>Mar: Photography Show – Sheila & Bill Co Chair.</p> <p>May: SALT Dance</p> <p>June-Aug: Summer Musical</p> <p>Aug -Sept: Outdoor summer rooftop concert</p> <p>Sept: Art Show – Have an “art show opening” every month, bi monthly or quarterly to start out. Spotlight new artists in community, use events held at city hall to help market new artists. Get food trucks to come to art “opening” at each opening. Start small and build a reputation that our city supports up and coming artists. Make sure to spotlight all artists in every newsletter.</p> <p>Nov: Salt Lake Chamber Orchestra - Kim will ask Rob Bedont what the details are to have them perform.</p> <p>Dec: Christmas event (pending) - Children’s Theater, Sing-a-long, Performer, etc.</p>	
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Next Meeting – January 10th - 6:00 pm

Parking Lot Items		
<p>Excellence in the Community</p> <p>Using Drop Box – Training</p> <p>Council Marketing Kit – See May notes</p> <p>Marketing Strategies</p> <p>Business Partner Sponsors</p>	<p>Art Festival – group art, photography, music together</p> <p>Fund Raising Event</p> <p>Creating an Art Guild</p> <p>Arts Council Wearables</p> <p>Volunteer Pool</p> <p>Power Pole Art project</p> <p>Halloween Monster Mash Party 2018</p>	<p>Write for the Heights – done historically in CH. Jennifer will consider doing something like this for 2018.</p>